

S-E-C-R-E-T

ED/P 8-3033

25 JUL 1968

D17/S 68-3800

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Administrative Authorities -- Home Leave Eligibility

REFERENCE : Memorandum of 26 June 1968 from DDS to Executive Director-Comptroller (DDS 68-2594)

1. I concur in the proposal with the following observations:

a. The wording of the proposal is that the Agency "establish a regulatory policy and procedure providing for home leave normally after 24 months but between 18-36 months, when necessary." On occasion an employee will voluntarily extend his tour for another two years, so that he will be on duty at the post for 48 months without intervening home leave. We presume that the above statement does not mean that such an employee would be required to take home leave not later than 36 months after arrival at the post, or that, in the event of failure to do so, he could not be granted home leave upon completion of his second tour, that is, 48 months after arrival at the post. We would question this if it is intended.

b. The recommendation states that "Requests for the establishment at a designated post of a period of service other than 24 months for home leave proposals should be instigated by the Operating Official concerned and approved by the Director of Personnel, in accordance with procedures spelled out in the regulations." Such a request, unless it applies to [redacted] post, should require the concurrence of the Deputy Director for Plans. This would also apply to requests that a special period for home leave eligibility be established for an individual employee.

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2. We would want to have an opportunity to review and comment on the draft regulation which is prepared to reflect the proposal and related procedures.



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Thomas H. Karamessines
Deputy Director for Plans

DD/S Distribution:

Orig - DD/S Subject w/DD/S 68-2594
1 - DD/S Chrono w/DD/S 68-2594

DD/S 68-2594: Memo dtd 26 Jun 68 to EDC fr DD/S; Same Subject